

Submitted: 7/30/2013
Jurisdiction: Washington County
Agency: Register of Wills
Division:

Maryland State Archives
Edward C Papenfuse State Archives Building
350 Rowe Boulevard
Annapolis, MD 21401

Certificate ID: 838
MSA ID: SE55-3019
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Proposal and Certificate of Records Disposition

| Item No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume | Date of Disposal | Method Of Disposal |
|----------|--------------------------------------------------------------|---------------------------|----------------------------|-----------------------------------------|----------|---------------------|-----------------------|
| | | Retention Schedule No. | Section and/or Item No. | | | | |
| 1 | Employee roster card file | 662 | Section II Item 5 | 2001-2009 | 1 cu ft. | 07/30/2013 | shredding |
| 2 | Daily and monthly time sheets | 662 | Section II Item 6 | 2001-Jun 2010 | 1 cu ft. | 07/30/2013 | shredding |

Destruction Approved by Maryland State Archives

7/30/2013

Date



State Archivist

Destruction Certification

Jason A. Malott

Signature

Register of Wills for Washington County 7/30/2013

Title

Date